Start Here

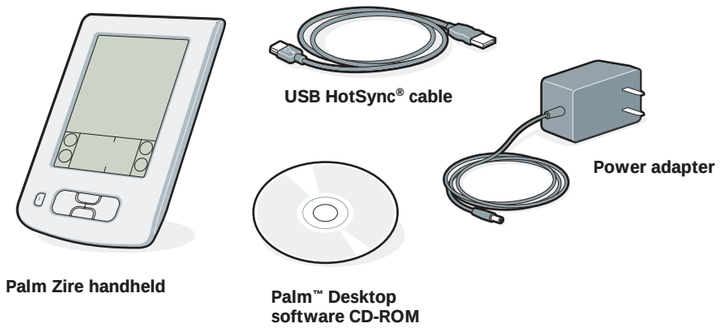
Here's what you'll do:

- Charge and set up your Palm™ Zire™ handheld.
- Install Palm™ Desktop software.
- Learn to use your handheld.

Already use a Palm™ handheld?

- Complete steps 1 and 2.
- Open your web browser. Go to www.palm.com/support/zire.
- Click the link leading to upgrading information.

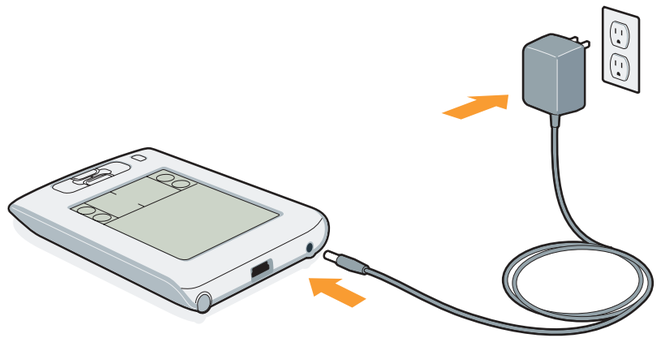
Contents



1 Charge

a. Plug the power adapter into your Zire handheld and into an outlet.

b. Charge for **three hours**.



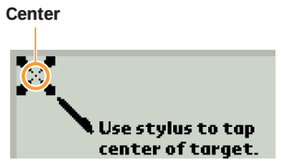
2 Set up

a. Unplug the adapter.

b. Press the power button.*

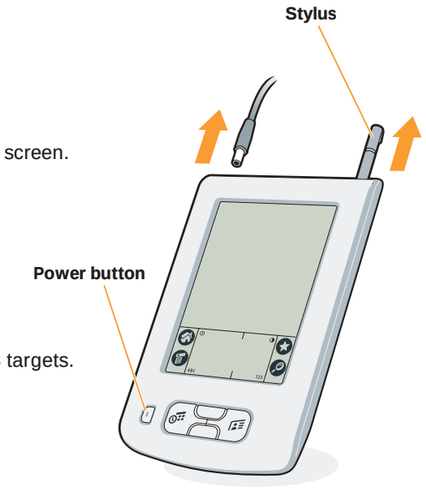
c. Remove the stylus.

d. Follow Setup instructions on the screen.



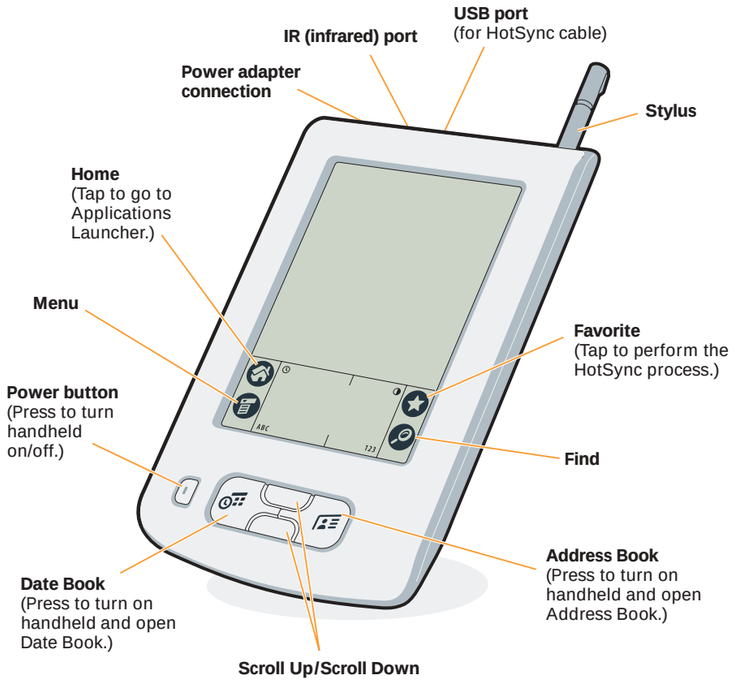
e. Tap firmly the center of at least 3 targets.

f. Complete Basic Skills.



* *Problems? See Troubleshooting on the other side of this document.*

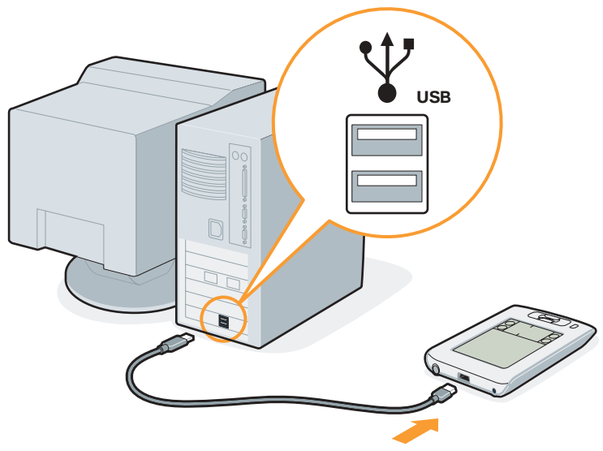
Install Palm Desktop Software on your computer



3 Connect

a. Connect the HotSync cable to your handheld.

b. Connect the cable to a USB port on your computer.



4 Install Palm Desktop software

Enter appointments and addresses using Palm Desktop software. Then transfer the information to your handheld using the HotSync process. It's the fastest way to enter lots of your information.

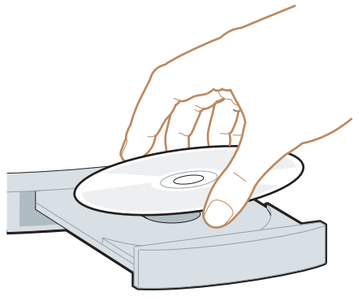
a. Put the CD-ROM in the CD-ROM drive.

Windows:

b. Follow the installation instructions that appear on your computer screen.*

Mac:

b. Double-click the Palm Desktop Installer icon.*



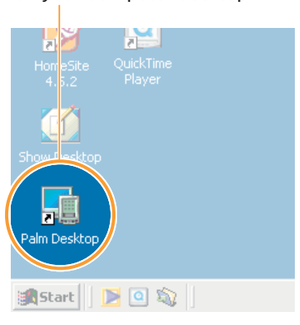
* *Problems? If the HotSync process did not work, see Troubleshooting on the other side of this document.*

Enter and synchronize your information

5 Try it! Schedule an appointment

Windows:

a. Double-click the Palm Desktop icon on your computer desktop.

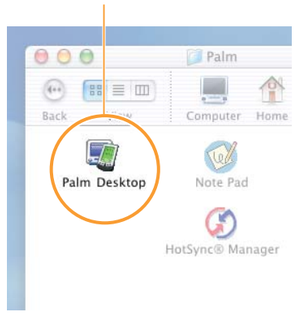


b. Click New Event in the lower-left corner.

c. Enter the appointment, and then click OK to save it.

Mac:

a. Double-click the Palm Desktop icon in the Palm folder.



b. Create or select a username to identify your information.

c. Select Event from the Create menu.

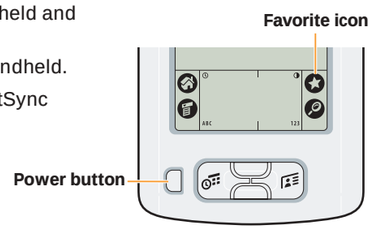
d. Enter the appointment, and then click OK to save it.

6 Transfer your appointment to your handheld

a. Connect the HotSync cable to your handheld and computer (see step 3).

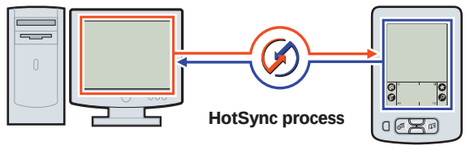
b. Press the power button to turn on the handheld.

c. Tap the Favorite icon to start the HotSync process.



What is a HotSync process?

The HotSync process synchronizes information on your handheld and in Palm Desktop software, so that information you enter in one appears in both places.

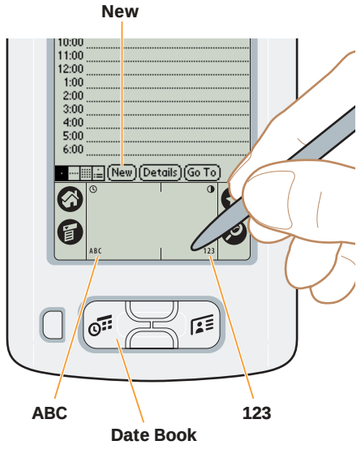


* *Problems? If the HotSync process did not work, see Troubleshooting on the other side of this document.*

7 Now schedule an appointment on your handheld

a. Press the Date Book button.

b. Tap New.



c. Tap to set the time. Tap OK.

d. Tap to display the onscreen keyboard. Tap the keyboard to type.

e. Repeat the HotSync process (see step 6).

Troubleshooting

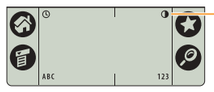
Your handheld does not turn on when you press the power button.

Try the following:

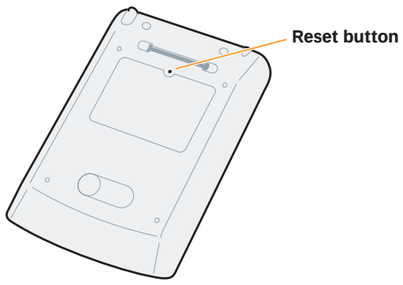
Did you charge your handheld? Make sure the power adapter is plugged securely into a working electric outlet and is firmly connected to the handheld. Charge the handheld for another full three hours.

If this doesn't work, try the following:

- Press the Date Book or Address Book button to ensure your handheld is turned on.
- Tap the Contrast icon ◑ . When the Contrast dialog box appears, adjust the contrast by holding down the Up scroll button for a few seconds. If this doesn't work, hold the Down scroll button for a few seconds.



- Perform a soft reset: Use the tip of an unfolded paper clip (or similar object without a sharp tip) to gently press the reset button inside the hole on the back panel of your handheld.



HotSync process does not begin.

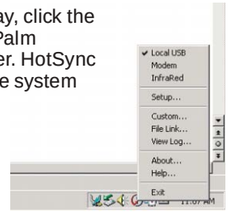
- Make sure the USB cable is connected securely to your handheld and to a working USB port of your desktop computer.

Windows: After you install Palm Desktop software, try the following:

- Check the Windows system tray, in the lower-right corner of your computer screen, and make sure the HotSync icon appears there. If it is there, then HotSync Manager is running.

a. If the HotSync icon is in the system tray, click it to display the menu. Make sure there is a check mark next to Local USB. To insert a check mark, click the menu item. Then turn on your handheld and tap the Favorite icon to start the HotSync process.

b. If the HotSync icon is not in the system tray, click the Start button and select Programs. Select Palm Desktop, and then select HotSync Manager. HotSync Manager starts and the icon appears in the system tray. Follow instructions in (a).



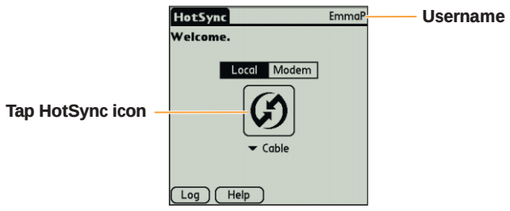
Mac: After you install Palm Desktop software, try the following:

- Make sure the Transport Monitor of the HotSync Manager is enabled. Open the Palm folder and double-click the HotSync Manager icon. The HotSync Software Setup dialog box appears. In the HotSync Controls tab, click Enabled.

HotSync process does not begin after tapping the Favorite icon.

Make sure your handheld is on, and then try the following:

1. Tap the Home icon .
2. Locate and tap the HotSync icon ™.
3. In the HotSync application, make sure of the following:
   - Your username (established when you installed Palm Desktop software) is in the upper-right corner.
   - Local is highlighted. If it isn't highlighted, tap Local.
   - The word Cable appears. If Cable does not appear, tap whatever word is there, and then tap Cable in the list that drops down.



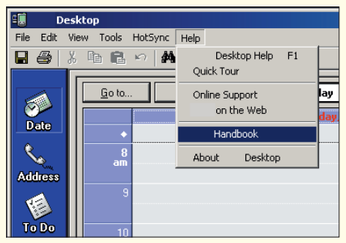
4. To start the HotSync process, tap the HotSync icon in the middle of the handheld screen.

Learn more about your handheld

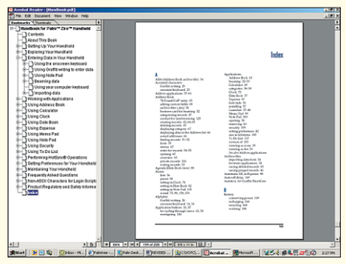
Read the Handbook

The *Handbook* opens in Adobe Acrobat Reader on your computer. If you do not have Acrobat Reader, you can install it from the Palm Desktop software CD-ROM.

Windows: In Palm Desktop software, click Help in the menu bar. Then select the menu item for the handbook.



Mac: Open the Palm folder, and then open the Documentation folder. Double-click Handbook.pdf.

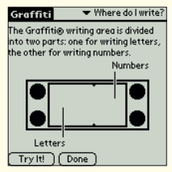


Learn Graffiti® writing

Graffiti® writing is a fast and simple way to enter text and numbers into your handheld. Take this hands-on tutorial to see simple strokes turn into text and numbers on your screen.

a. Turn on your handheld, tap Home , and tap the Graffiti icon .

Install the Giraffe game on your handheld and play a game that helps you improve your Graffiti writing skills.



Review Basic Skills

Basic Skills is an overview that gives you tips on how to use your handheld. You can return to Basic Skills as often as you like.

a. Turn on your handheld, tap Home , and tap the Welcome icon .

b. When you reach the end of Setup, tap Basic Skills.

Visit www.palm.com/zire

Get tips on using your handheld to its fullest, find out about new accessories and applications just right for you, join discussion groups and share your handheld stories all at one convenient location.

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Zire™

Read This First

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Software Download Available
Palm™ Desktop software is supplied on a CD-ROM disc. Check www.palm.com for updates and new versions of the software.

Agency Compliance Information
Product regulatory and compliance information can be found in the Handbook file located on the product CD-ROM.

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